

# Managing a Site

- 1 Go our registration webpage and logon.



**Site Manager Login**

Please enter your e-mail address and password:

E-Mail Address:

Password:

Forgotten your password or need assistance logging on? Click Here:

- 2 Choose site selection and maintenance.



**Site Coordinator Information Page**


Welcome Mendi from CHEMS.

For Site: **Downtown Library**  
Site Selection and Maintenance

Program	All	Start Date/Time
Emergency Response Teams		7/10/01 9:00:00 AM
Acute Immunization		8/20/01 8:00:00 AM
What We Know/What We Don't Know: Bioterrorism 102002		8/19/01 9:00:00 AM
Psychology of Crime and Emergency Risk Communication		8/12/01 9:00:00 AM
Cross-Cultural Communication in Health Care: Building Organizational Capacity		8/6/01 9:00:00 AM
Update of Management of Typhoid Fever: New National Guidelines Perspectives		5/19/01 11:00:00 AM
Public Health Community Preparedness for SARS		5/20/01 9:30:00 AM
The Politics of Food Choice		5/22/01 11:00:00 AM
Strategies for a Chemical Hazard Public Health Response: Getting it Right		5/18/01 8:30:00 AM
Infection and Vector Borne Diseases		5/15/01 2:00:00 AM

Records 1 to 10 of 30

- 3 In this window, you can choose a new site, change sites, or delete site from your maintenance list. Some people maintain many viewing sites. Make the needed selection, then click the button below it.



**Site Selection and Maintenance**

Site Coordinator Page

Current Site: **Downtown Library**

**Change Current Site**

<input type="button" value="Downtown Library"/>	<input type="button" value="Downtown Library"/>
<input type="button" value="Kenai Public Health Center"/>	<input type="button" value="View From Off Site"/>

**Remove A Site From My Management**

<input type="button" value="Downtown Library"/>	<input type="button" value="Remove the Selected Site"/>
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**Manage An Additional Site**

<input type="button" value="Sika Westraak Shee Atina Lounge"/>	<input type="button" value="Select This Site To Coordinate"/>
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- 4 You can select one of the sites already chosen to be viewed at your site to delete. If you want to add a site, click on add a new program.



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Records 1 to 10 of 30

- 5 All of our future classes that are not being shown at your site will be available. Pick one and click the add button. You will then be sent back to the previous window where the new class will now be listed.



**Add Program to Site**

Site Coordinator Page

For Site: **View From Off Site**

Select the Program You Wish to Add and Click "Add Program"

Jun 19 2003 10:00AM: Chemical Threat Agents: The Community Provider's Perspective

If you are unable to make changes to your site or your site is not listed, feel free to contact us.

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